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ABSTRACT

The revised long-range plan (1976-1980) for library services in Arizona begins with an overview of the state library organization and the present library service in the state. Thereafter needs, goals, and objectives are identified, and activities are outlined in the areas of regional development, county libraries, the library extension service, institution libraries, services to the handicapped, library construction, interlibrary cooperation, the state library network, interstate cooperation, and procedures for implementing the Library Services and Construction Act, Title III. There is a summary of evaluation methodology; part of which is a list of published library standards. A separate section is devoted to a hierarchical arrangement of needs, goals, objectives, and tasks and a flow chart relating these to costs, time frame, and evaluation. (LS)

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A R I Z O N A

L O N G - R A N G E P R O G R A M

Revised and Extended

1976/1980

State of Arizona
Division of Library, Archives and Public Records
Department of Administration
Phoenix, Arizona

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ARIZONA LONG-RANGE PROGRAM

1976/1980

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Section I

INTRODUCTION

The Long-Range Program for library services in Arizona has been extended and revised to include the fiscal years 1976/1980. This work has been accomplished by the staff of the Library Extension Service. They have received much assistance from the State Advisory Council on Libraries, the Library Development and Legislative Committee of the Arizona State Library Association, the Program Officer, Region IX, U. S. Office of Libraries and Learning Resources, and the librarians of the County and Regional Library Systems.

The annual convention of the County Librarians[1] was held in Phoenix, November 21, 1974. Miss Helen Price, Program Officer, Region IX, was present. Reports of each system were given. The State Grants-in-Aid and LSCA grants were discussed. The proposal for funding the Joint Ventures was also discussed. The Continuing Education program was explained and the progress of networking in the State was reported. New legislation concerning the distribution of the Arizona Statutes and proposed legislation concerning the Municipal and County Libraries was discussed.

The State Advisory Council on Libraries[2] held two meetings this fiscal year. Mrs. Charlotte Brennan served as Chairman and Mrs. Mary Burdette as Vice Chairman. At both meetings progress reports were given on approved projects and new projects were presented for approval. At the May meeting the Amended Basic State Plan, the 1975/1976 Annual Program and the 1976/1980 Long-Range Program were presented in draft form and approved.

The Regional Consultant on the staff of the Library Extension Service has met with the six Regional Library Systems, to assist with their program planning. There are two demonstration Regional grants, both including a professional Regional Librarian. The Consultant attended the various meetings of the Councils of Government. This year we have legal authority to finance Joint Ventures for library service, depending upon legislative appropriations. Arizona State Library Association representation is invited to all meetings.

The needs assessment document must be revised. This is to be the first action for 1975/76. Though it is still valid, a number of the statistics need updating and additional statistics are now available. The priorities for the needs, goals and objectives remain the same. They are listed in order of priority. The tasks reflect the accomplishments of 1974/1975. The time has been extended and the costs revised. Section III, Action to Implement Objectives, includes the criteria, policies and procedures. Where possible, all statistics have been updated. Only revised or new exhibits are included.

Future planning will follow the current procedures. Special task forces will be assigned to members of the Advisory Council. Joint meetings have proved valuable and will be held when possible. Workshops pertinent to planning, measurements and evaluation will be encouraged.

The Department of Administration[3] became effective July 1, 1973. Mr. Raymond Long is the Director. The consolidation of administrative services is continuing with some proving beneficial to us and some not.[4] The organization and functions[5] of the Division of Library, Archives and Public Records remain the same. There is planning to remove the Records Management to the Management Services during the 1975/1976 fiscal year. The major sections are: Research Library, Library Extension Service, Arizona History and Archives, Public Records and Microfilming and Records Management. The Research Library has special collections of law, political science and government, American history, genealogy, State Documents, Federal documents and general reference. The printed and cataloged items of the Arizona and Southwest collection and Arizona State documents are also included with these collections. The Library is open to the public for use, though the lending privileges are limited. It serves as the State Law Library and the Legislative Reference Library. The Library Extension Services is concerned with the Statewide Public Library Service. This section is authorized to prepare a Statewide plan, compile statistics, give professional advice and other assistance to county and municipal libraries, assist in the development of libraries in institutions and develop library service for the blind and physically handicapped. One authorization with a broad scope is to perform all necessary duties in the development of Statewide library service. The State Archives are defined as the official records of all municipal, county and State agencies. This section has authorization to see that the records are preserved, bring them to the State Archives when necessary, and collect all information concerning the history of the State. The State Archives is the official depository for all State documents. The Public Records section collects all official records for the use of the general public. The Records Management section has jurisdiction over the same agencies as the State Archives. The work entails the orderly disposal and preservation of all official records.

The office is in the Capitol. The Research Library, State Archives and Microfilming and Records Management are also located in this building. The Library Extension Service is located some ten city blocks away from the Capitol Complex in rented quarters. The Library for the Blind and Physically Handicapped is housed across the city at the Phoenix Center for the Blind, in rented quarters.

The professional staff of the Division serves in a consultant capacity throughout the State whenever and wherever needed. This staff consists of twenty-four positions. The Division Currently has seventy-four permanent positions, all on the State payroll.

The Public Library System in Arizona is authorized under the Arizona Revised Statutes.[6] The incorporated cities or towns have legally established municipal libraries. There are sixty-nine incorporated cities in Arizona; of these fifty-eight have municipal libraries. The trend in Arizona is to make the libraries a department of the city organization and more are doing this each year. The County systems include the unincorporated areas with the municipal libraries having the option of joining the County program. Eleven of the fourteen counties are fully organized. Two of the remaining three[7] contract with neighboring counties for special services. The Regional system is organized to conform with the six State Planning Regions. All are organized, though some more fully than others. Joint ventures of all of these libraries, plus other special and private sector libraries, are also authorized by Arizona Revised Statutes.[8] The funding for 1976/1977 will not be appropriated due to the current financial problems.

The growth of the Public Library Service in Arizona[9] has been slow, consistent and very rewarding. The State Grants-in-Aid[10] proved to be a good incentive for growth and improvement as well as the LSCA assistance. All local budgets and services are increasing. Many new services have been initiated. The rural services are included in this growth as well as the urban services. There is a long road ahead to reach our goals. The demography of the State is the largest obstacle in supplying the informational needs to all the residents.[11] The strong cultures of the Mexican-American and the American Indian are also an obstacle.

Arizona, the sixth largest state in area, covers 113,416 square miles. There are 14 counties, ranging in size from Coconino, the second largest in the continental United States with 18,540 square miles, to Santa Cruz with 1,246 square miles.

The population density is a major problem. Maricopa County has 127.1 persons per square mile while Mohave County has 2.6 persons per square mile. The State average is 18.9 persons per square mile. 55% of the population of the State lives in Maricopa County. This includes metropolitan Phoenix.

Arizona ranks third among the states in the rate of population growth, second in the rate of personal income growth, and fourth in the rate of bank deposits growth. The State ranks first among the states in growth of manufacturing employment. Manufacturing now outranks agriculture and mining in Arizona. The 1970 population of Arizona was 1,773,428. The 1980 projection is 2,665,000. A 50% increase for the next five years is estimated. The future looks very promising. Unemployment is increasing and the resulting public financial problems are beginning to be felt by the public libraries in Arizona.

[1]See Exhibit No. 4

[2]See Basic State Plan

[3]See Exhibit No. 1

[4]See Exhibit No. 2

[5]See Exhibit No. 3

[6]See Exhibit No. 4

[7]See Exhibit No. 5

[8]See Exhibit No. 12

[9]See Exhibit No. 7

[10]See Exhibit No. 8

[11]See Exhibit No. 9

Section II

IDENTIFIED NEEDS

Need	Identifying Documents
1. Operation of regional library systems is a primary need in the state.	Libraries for Arizona: A Plan Arizona Public Libraries Statistical Report
2. County library service needs to be established and strengthened in all counties.	Arizona Library Survey Arizona Public Libraries Statistical Report
3. The growth and development of the Division of Library, Archives and Public Records, particularly the Library Extension Service, needs to be continued and amplified, and its services strengthened.	Arizona Library Survey Libraries for Arizona: A Plan
4. An expanded statewide cooperative reference and information network is needed to give every Arizonan access to all the state's library resources and to regional and national resources when needed.	Libraries for Arizona: A Plan
5. Library services related to the special economic, social and educational needs of ethnic and disadvantaged groups need to be made more readily available and meaningful to people in both rural and urban areas. Particular stress in serving the Bilingual Population is needed.	National priorities Population figures Demographic data Federal Regulations Library Service to the Indians of Arizona
6. Library services to residents of state institutions need to be strengthened.	Demographic data Manual of correction Standards Standards for Library Service in Residential Facilities for the Mentally Retarded Standards for Library Services in Health Care Institutions Standards for Library Service in Juvenile Correctional Institutions Standards for Library Media Centers Schools for the Deaf Media Center Standards for Adult Correctional Institutions

7. Blind and physically handicapped readers need to be provided with full library services.	COMSTAC Report: Standards for Strengthened Services Standards for Library Services for the Blind and Visually Handicapped
8. Libraries of all types need adequate facilities.	Arizona Library Survey Interim Standards for Small Public Libraries COMSTAC Report Standards for Library Services for the Blind and Visually Handicapped Measurement and Comparison of Physical Facilities for Libraries Standards for Library Services in Health Care Institutions

Note: See Exhibit #10

GOALS

1. Offer total library service to all residents of Arizona through regional systems; sharing resources; coordinating progress and strengthening the public libraries that serve as resource centers for multi-jurisdictional library service areas.

2. Strengthen local library services for all residents of Arizona through county organization.

3. Provide leadership at the state level through continued growth of the Division of Library, Archives and Public Records and particularly the Library Extension Service.

4. Supply the informational needs of the residents of Arizona by means of library networks coordinating the resources of school, public, academic and special libraries.

5. Offer library services to fulfill the special needs of American Indians, Mexican-Americans, Blacks, other ethnic minority groups, persons with limited English-speaking ability, and disadvantaged as defined in Federal Regulations.

6. Provide library services to meet informational needs relevant to national priority programs on the Right to Read, Drug Abuse, Career Development, Early Childhood Education, Aging, Bi-lingual and Environmental Education.

7. Provide library services to meet the special needs of the residents of state institutions.

8. Identify the blind, physically handicapped and homebound, ascertain their needs and develop programs to meet these needs.

9. Encourage the improvement of facilities to provide adequate and attractive quarters for library materials and programs.

10. Survey all library conditions within the state periodically.

11. Develop cooperative library services and programs on an interstate basis to improve library services in the state and the southwest.

OBJECTIVES

1. Aid in operation of six regional library systems.

2. Assist existing county library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).

3. Extend county library service to Apache, Santa Cruz and Greenlee Counties.

4. Provide professional consultant services programs through the Library Extension Service, including public relations projects.

5. Provide a program of continuing education and inservice training for library personnel in line with current needs.

6. Assist local library systems to initiate and maintain bookmobile service.

7. Relate Library Extension Service programs to national, regional and state priorities, providing materials for special programs.

8. Improve the quality and quantity of book collections statewide in accordance with adopted standards and local needs.

9. Develop and expand the Channeled Arizona Information Network (CHAIN) as each region is organized.

10. Encourage all libraries, especially those with unique collections, to become involved in the state-wide cooperative network.

11. Develop a program of state-wide cooperative buying, processing, and lending of print and non-print library materials during the program period.

12. Coordinate a cooperative study of Arizona's informational needs to serve as a tool for national design.

13. Establish rapid communication and delivery systems for interlibrary loan and information retrieval.

14. Develop a continuing program of publicity for the state library agency.

15. Encourage development of systems for reciprocal borrowing.

16. Encourage libraries to employ a paid staff that meets established library service standards.

17. Assist libraries to develop special programs and services based on national, state and regional priorities including the economically disadvantaged and those with limited English-speaking ability.

18. Maintain a record of library facilities throughout the state.

19. Provide information to libraries to assist them in obtaining adequate facilities that meet the standards.

20. Assist state institutions to develop cooperative library services with other institutions and libraries.

21. Publicize the Talking Book Program and expand reader enrollment.

22. Develop Indian tribal community projects of recorded materials for the blind and physically handicapped.

23. Continue a Spanish language recording project for the blind and physically handicapped.

24. Review and update surveys annually and develop new surveys of all aspects of library service as needed.

25. Develop cooperative library services on an interstate basis through agencies such as Southwestern Library Association (SWLA), Southwestern Library Interstate Cooperative Endeavor (SLICE), and Western Interstate Commission for Higher Education (WICHE).

26. Develop a special collection of materials to meet requests and area needs specifically in the field of the economically and physically disadvantaged and cultural uniqueness.

27. Develop a special collection of materials to meet the specific needs of persons with limited English-speaking ability.

Section III

ACTION TO IMPLEMENT OBJECTIVES

Related Objective

GENERAL PROGRAM

Regional Development

1 In order to improve the quality and extent of library services in all areas of the state, we propose to aid in the operation of six regional library systems, according to the statewide plan accepted by the Arizona State Library Association. These regional library systems will be eligible for State Grants-in-Aid and the Library Services and Construction Acts (LSCA) Grants. Regional consultants will be provided as needed until regional library systems are fully organized and operating. A library committee should be included in every regional Council of Government. Exhibit No. 5.

County Libraries

2,3 Arizona now has eleven county library systems with two additional counties contracting for partial county services. All fourteen counties should be part of county library systems. The state agency will continue to strengthen county and regional library systems and the metropolitan resource centers with State Grants-in-Aid and LSCA grants, with library materials and with consultant services until such time as regional library systems are able to provide all service necessary for all components of the region.

Local Support

2,16,19 LIBRARY EXTENSION SERVICE consultant staff will be provided to work with local library boards or governing bodies to obtain stronger local financial support for all libraries.

Library Extension Service

4 Library Estension Service consultant staff will be increased as needed. Regional consultants will be provided by the state agency until regional library systems are fully developed. An automation consultant will assist in developing network programs and a public relations expert may be employed as needed to help with planning, advising, and implementing projects for the Library Extension Service and in regional library systems.

7,8,11 Special emphasis will be placed on the acquisition of materials and programming related to national, state, and regional priorities with more attention given to programs assisting the bi-lingual residents. Material resources in all types of Libraries would be improved; cooperation and coordination of acquisitions among all types of libraries will be promoted.

11 A statewide cooperative audio-visual acquisitions program will be organized.

5,17 In-service training and workshops will be available for all community libraries.

7 LES will use vans for the promotion of special collections throughout the state - for the disadvantaged and demonstration collections of special materials.

Continuing Education

4,5,25 Video-taped workshops will be planned, sponsored, and presented on a cooperative basis using talents within and outside the library profession. The programs should cover a broad range of subjects from special technical information to current social and economic problems.

Package workshops will be developed and distributed throughout Arizona for use in all types of libraries.

Disadvantaged and Minority

Persons who live in a high concentration area of low-income families, where English is not the common language or where culture and customs are unique will be given special attention when programs and projects are developed.

Criteria, policies, and procedures

The State Grants-in-Aid are approved by the State Legislature and allocated by a schedule, (See Exhibit No. 8). The LSCA grants are allocated based on the criteria set forth in the Arizona Basic State Plan. Funds will be allocated based on the priority of needs to ac-

complish goals in relation to the available funds. The State Advisory Council for Libraries, the Arizona State Library Association, Library Development Committee, and the CHAIN Advisory Committee each have all types of libraries represented by their membership. The staff of the Library Extension Service coordinate projects with the Director of Library Media Services, Department of Education. The Regional Consultant of the Library Extension Service contacts all types of libraries for all interlibrary cooperation projects.

State Grants-in-Aid for Joint Ventures will be approved by the State Legislature and will be used to develop projects for sharing resources and services in order to make information and materials available to Arizona citizens. A basic grant will be given to a library acting as an area resource center for developing and coordinating library and information services to achieve more efficient utilization of area resources. In addition, special grants will be made available for special joint venture projects. These may be given to any library in the area and are not limited to area resource centers.

Requirements for basic and special project grants will include legal establishment and contracts as required by Arizona Law. The library must be administered by a qualified librarian, must make library information available to the public, and must submit a copy of its annual program to the Division of Library, Archives and Public Records as required by Statute. All plans and projects must be developed with the advice of and approval by an area-wide committee representing the several types of libraries involved, as well as lay persons in the area.

All Joint Venture projects must involve more than one type of library. Activity to the considered may include: bookmobile service, reciprocal borrowing, interlibrary loan and reference service, delivery systems, centralized processing and/or acquisitions, and consultant services.

INSTITUTIONAL LIBRARIES

Adequate Library Facilities

19 The LES Institutional Consultant will provide information on standards for adequate library facilities and services, during the planning stages of new state institutions and for those already existing.

Adequate Staff

16 Each state institution should provide funding for staffing its library operations on a continuous basis. Where the size of the institution warrants, qualified personnel should be hired to administer a comprehensive library program.

Consultant Services

5,7,17 Consultant services will be provided by the professional staff of the State Library agency in all aspects of library development. Emphasis will be placed on selecting material to supplement the educational, vocational, and rehabilitative programs of the institution as well as supply needed material for ethnic and minority groups. The Institutional Consultant will be involved in planning library service to residents.

Interlibrary Cooperation

20 Interlibrary cooperation will be encouraged and developed by the staff of the State Library agency to promote fuller service from public and other libraries to the state institutions.

Standards

Standards used in evaluating the individual library programs are:

Manual of Correctional Standards
Standards for Library Services in Health Care Institutions
Standards for Library Services in Residential Facilities for the Mentally Retarded
Standards for Library Services for the Blind and Visually Handicapped.

An institution not included in the above categories shall be evaluated according to similar standards as devised by the State Library agency.

Publicity and Identification of Eligible Borrowers

21 In order to inform the 30,000 eligible readers in Arizona, every resource must be used, from the Talking Bookmobile to billboard displays. The Talking Bookmobile staff will continue to travel around the state, engendering publicity, demonstrating equipment, finding new readers for the Talking Book program, and training volunteers. The Bookmobile serves as a sublending agency.

County and local libraries will be encouraged to publicize and coordinate library activities for the blind and physically handicapped.

Services will be made known to other agencies through personal contact, displays and loan of special materials.

A need to inform the public of service and eligibility requirements exists and will be partially met by contracting with a professional public relations agency.

Indian and Spanish-speaking Projects

22, 23 Because the Indian and Spanish-American are the largest ethnic groups in Arizona, emphasis is being placed on providing materials in their language. These materials will expand the program to non-English speaking blind and physically handicapped.

22 A committee has produced a bibliography of materials of interest to Mexican-Americans which the Library of Congress and the Arizona Regional Library will use as a recommended list of titles to record. Through SLICE, the Southwest region will cooperate on a recording project of these materials. The committee has developed a publicity package which will include Spanish language materials.

Tape and equipment have been purchased for the program and the library is recording ten books annually and two Spanish newspapers weekly.

Tribal Communities Project

20 Under a continuing program sub-contracted to the Arizona Easter Seal Society, over two hundred Indian people in Arizona have been identified as eligible for the Talking Book Service.

Special Collections and Equipment

Because the Library of Congress does not provide recorders, the library proposes to lend 4-track tape recorders on short-term loan for those wishing to borrow tapes from the Regional Library collection or other agencies.

To produce high-quality recording, the library proposes to buy recording booths and accessories. As specialized equipment appears on the market to aid the visually and physically handicapped, such new equipment will be evaluated for possible purchase.

Develop local groups of volunteers to do recording and purchase commercially recorded materials.

Evaluation Procedures

Objectives will be measured by:

Increased number of new readers.
Increased number of readers of material in languages other than English.
Increased circulation of materials.
Number of public libraries participating in the dissemination of information about the program.
Number of readers able to use open-reel tape collections.

CONSTRUCTION

Criteria, procedures and priorities

2,18,19 To determine the adequacy or inadequacy of public library service and facilities, the Division of Library, Archives and Public Records shall use as criteria:

INTERIM STANDARDS FOR SMALL PUBLIC LIBRARIES: Guidelines Toward Achieving the Goals of Public Library Service, ALA 1962.
Minimum Standards for Public Library Systems, ALA 1966.

Fifty percent (50%) of the total funds required to complete the construction project shall be provided by the local participating agency and shall be readily available. In case of an economically deprived area, federal funds may be as much as 80% of total funding.

Procedures will follow the LSCA Title II Regulations.

Construction shall conform to the requirements of Title 34, Arizona Revised Statutes, regulating public buildings and improvements.

Project applications received from localities meeting the requirements already established will be assigned priorities in compliance with the following scale:

1. County libraries and city-county libraries contracting with the State Library agency to serve as regional libraries unable to provide adequate service.

2. County or city-county library, or a branch of the system.

3. Incorporated city or town libraries that are a department of city government with legally established boards and are unable to provide adequate service.

4. Areas without library facilities.

Construction for low income groups has the highest priority. New construction shall have precedence over replacement construction and both shall have priority over the remodeling of an existing building.

Public library construction projects shall be approved by the Assistant Director of the Division of Library, Archives and Public Records as soon as all requirements are met. Priorities shall be assigned:

On October 1 for all projects approved between July 1 and September 30.

As approved for all projects submitted during the remainder of the fiscal year.

Should there be carry-over funds remaining after the construction priorities have been met, a grant could be made for furniture and equipment for prior year's construction. A project approved in the prior year can be revised to provide added funds for furniture and equipment.

To qualify, the applicant shall:

1. Give proof that rising costs of construction and other factors have prevented the use of specific areas of the building due to lack of furniture and equipment.

2. Have available the local matching funds on the same basis as other construction grants.

Opportunity for hearing:

Every agency whose application for funds under the plan for a project for construction of public library facilities is denied will be given an opportunity for a fair hearing before the State Library agency.

Notification of denial of application, including detailed justification of denial, shall be dispatched by the Assistant Director of Library, Archives and Public Records or his agent to the applicant by means of certified mail.

Request for a hearing shall be submitted in writing by the appropriate city or county official and dispatched to the Assistant Director or his agent not more than fifteen (15) days after receipt of notification of denial. This interval is designed to provide sufficient time for discussion before the rejection hearing is scheduled. Reasons for requesting a hearing shall be enumerated and justified.

The requested hearing shall be scheduled within thirty (30) days after the request has been received at the State Library agency headquarters. The Assistant Director of the Division of Library, Archives and Public Records, the Attorney General of the State of Arizona or a member of his legal staff, and a member of the Planning Section of the Division of Finance shall comprise the board of review. All decisions shall be made within a period of fifteen (15) days after the close of the hearing. All decisions shall be final.

INTERLIBRARY COOPERATION

No one library and no one type of library can be self-sufficient in serving its users. Acceptance of this statement necessarily implies the need for some form of interlibrary cooperation. Fruitfull interlibrary cooperation depends upon the presence of certain desirable elements.[1]

1. Effective cooperation depends upon adequate resources, administrative capability, and efficient communications.

2. Though the primary responsibility of each library must be respected, each library must realize its responsibility to the network and assume its appropriate share of the responsibility.

3. All libraries must maintain an attitude of flexibility and experimentation.

With these elements in mind, the following areas of development are proposed as necessary to provide adequate library service in Arizona.

CHAIN

1,9,10,13 The official responsibility for coordinating and developing the Channeled Arizona Information Network (CHAIN) rests with the Library Extension Service and an Advisory Committee composed of the following members: (1) chairman of each Regional Library Advisory Board in organized regions, (2) representatives from unorganized regions, (3) the president of ASLA, (4) representatives of the regional resource centers. The CHAIN Coordinator (LES)

Regional Consultant) and the Assistant Director of the Division of Library, Archives and Public Records will organize the activity of the Committee. This committee will research, study and make recommendations to the CHAIN Coordinator, who will chair the committee. The final responsibility for the network rests with the Assistant Director of the Division of Library, Archives and Public Records.

Each regional librarian will be responsible for the operation of CHAIN activities in that region, and will implement policies and procedures determined by the Regional Library Advisory Board to accomplish the interlibrary loan tasks most efficiently for that region (See Exhibit No. 11).

The Library Extension Service will develop the Arizona Bibliographic Center as a locating center for each region after local resources have been exhausted. The CHAIN Coordinator will work with the CHAIN Advisory Committee and librarians throughout the state to develop guidelines for interaction among the regions and the Library Extension Service.

Cooperative Study of Arizona's Informational Needs

4,12,24 A cooperative study of Arizona's information needs and development of a subsequent program for locating resources within the state that will meet these needs is an essential program if libraries are to meet the growing informational demands of Arizona citizens as outlined in Libraries for Arizona: A Plan written by the ASLA Library Development Committee. The bibliographic control of these resources will be added to the present Arizona Bibliographic Center at the Library Extension Service, and will be automated using the newest technologies. Subsequently this bibliographic center will also coordinate activities with other system centers (SWLA, Bibliographic Center for Research, Rocky Mountain Region, and such). ABC will include information and/or locations for all forms of media.

Sharing of Reference and Information

4,11,12 Libraries and other information agencies with special collections and unique professional talents and knowledge in particular subject areas will share reference information and plan for the development of data bank systems with terminals at each library that demonstrates a need. A corollary to this service will be cooperative acquisitions of expensive material in order to fill the out-of-the ordinary needs of public and other library patrons.

Arizona Numeric Register

LES will be responsible for the development of an Arizona Numeric Register--a union list based on LC card numbers. The first step

will be converting the Arizona Bibliographic Center to this format, and adding the LES files. The Arizona Numberic Register will eventually include the acquisitions of public, academic and special libraries throughout the state, with provisions for retrospective listings when considered necessary.

Communication Systems

13 Two-way communication systems to deliver information and/or documents that include all types of libraries will be studied and the system(s) that best suit Arizona's needs will be developed: in-and-out WATS lines, telefacsimile, TWX service, credit card telephone, Xerox telecopier system, dataphone, code-a-phone, and other suitable equipment.

Publicity

4,5,14 The Regional Library Advisory Committee in each regional will be responsible for developing an effective library public relations program for its region. The program will be coordinated at the state level, with guidance and assistance from the Library Extension Service. The program will include cooperation and exchange of ideas and materials among the regions: i.e. displays which could be packaged, transported, and used by many librarians throughout the state. The program will also include training in communications for library staff: workshops, short courses, and opportunities to learn techniques and develop skills.

Cooperative Storage Bank

4,11,13 All libraries will cooperate to develop storage banks for seldom used journals and occasionally needed books. There must be some system of access to this storage by any person needing the materials. The materials could be stored on film or in bound volumes for long-term preservation.

Interstate Cooperation

5,25 Those librarians actively engaged in library development and cooperation recognize that improved library service for our state requires going beyond the state boundaries which place artificial restraints on development of library services and resources. The resources in each state can enrich total library development if shared cooperatively.

Through the Southwestern Library Interstate Cooperative Endeavor (SLICE), Arizona will be involved in interstate programs such as interlibrary loan and bibliographic control. These programs could involve sharing of such new technologies as regional Computer Printouts on Microfilm (COM), Machine Readable Cataloging

(MARC) tapes, cooperative states' document base, or active development of continuing education at the professional, technical, and clerical levels.

Arizona will participate in the interstate program sponsored by the Western Interstate Commission for Higher Education (WICHE). WICHE's objectives for librarians of the participating states are:

1. to launch an interstate, in-service continuing education program;

2. To develop continuing education leadership through "training the Trainers Institutes";

3. to sponsor workshops and institutes relating to the role of librarians in a changing society and the changing pattern of library service;

4. to prepare and submit proposals for public and private funding for long-range continuing education programs for librarians in participating states;

5. to consult with cooperating state libraries and conduct seminars and institutes for library personnel;

6. to work with state librarians from western states to develop interstate programming for librarians.

Reciprocal Borrowing Privileges

10,15, 24 Free borrowing privileges among all types of libraries of nonrestricted materials will be developed by whatever means is mutually agreeable among the libraries within each region.

A study of several library systems not utilizing reciprocal borrowing privileges is being maintained by the LES Regional Consultant to determine what problems others have encountered and what solutions were employed. This study will serve as the foundation upon which to develop guidelines for the implementation of reciprocal borrowing privileges throughout Arizona.

Special Libraries

1,9,10 Special libraries (industrial, business, church, law, art museums and such) will be encouraged to cooperate in programs with other types of libraries and/or government and private agencies to serve Arizona citizens.

LSCA Title III

The purpose of LSCA Title III is to aid in providing adequate free library service to all the citizens of Arizona through the effective coordination of the resources of the academic, public, school and special libraries of the state. All libraries in the state are eligible to participate.

Procedures will follow LSCA Title III regulations:

1. Notification to all libraries throughout the state of availability of funds, the purpose of funds, and criteria for application.

2. Applications are sent upon request.

3. Applications are reviewed by the Assistant Director of the Division of Library, Archives and Public Records and the LES Regional Consultant using the following criteria.

   The project shall -

   a. involve two or more types of libraries

   b. assure that adequate facilities and staff shall be available to insure success.

   c. provide assurance that there will be future financial support when there may be no more federal aid or when matching funds are required.

   d. be so conceived and so constructed that it can be used statewide or be applicable statewide.

   e. define the specific responsibilities of each type of library.

   f. Priorities will be assigned in relation to the degree to which the applications meet the above criteria,

4. Priorities will be assigned in relation to the degree to which the applications meet the above criteria, the funds available, and the resources in finances and personnel at the state agency to provide the necessary leadership and guidance. Projects concerning the continuing education of librarians and interstate cooperation are also considered for funding under LSCA Title III.

[1]Casey, Genevieve M. INTERSTATE LIBRARY OPERATIONS IN THE UNITED STATES, p. 3.

Section IV

SUMMARY OF EVALUATION METHODOLOGY AND TECHNIQUES

1. Statistics

   a. Population and ethnic groups
   b. Population estimates to determine needs
   c. Number of users compared to population in a given area
   d. Circulation per capita
   e. Interlibrary loan statistics
   f. Cost analysis for specific programs
   g. Other Arizona statistics

2. Standards

   a. Interim Standards for Small Public Libraries. Public Library Association. ALA, 1962.
   b. Manual of Correction Standards. American Correctional Association. ACA, 1966.
   c. Standards for Library Services in Residential Facilities for the Mentally Retarded. Association of Hospital and Institution Libraries. ALA, 1973.
   d. Standards for Library Services for the Blind and Visually Handicapped. American Library Association. ALA, 1967.
   e. COMSTAC Report: Standards for Strengthened Services. National Accreditation Council for Agencies Serving the Blind and Visually Handicapped. NACASBVH, 1966.
   f. Standards for Children's Services in Public Libraries. Public Library Association. ALA, 1964.
   g. Standards for School Media Programs. American Association of School Librarians. ALA, 1969.
   h. Guidelines for Audiovisual Materials and Services for Public Libraries. Public Library Association. ALA, 1970.
   i. Measurement and Comparison of Physical Facilities for Libraries. Library Administration Division. ALA, 1970.
   j. Standards for quality for Bookmobile Service. American Library Association. ALA, 1963.
   k. Standards for Library Functions at the State Level. American Library Association. ALA, 1963.
   l. Standards for library Services in Health Care Institutions. Association of Hospital and Institutional Libraries. ALA, 1970.
   m. Minimum Standards for public library systems, 1966. American Library Association.

3. Monitoring

   a. Written evaluation of projects by LES consultant staff, semi-annually
   b. Written evaluation of projects by State Grants-in-Aid and LSCA grantees semi-annually
   c. Continuing evaluation provided by annual program reports

d. User response through surveys or interviews
e. Comparison of similar projects in other states by study of literature
f. Continuing evaluation of programs by Advisory Council
g. Feedback from dissemination of information about projects

4. Dissemination of Information

a. Reports to the Advisory Council at quarterly meetings
b. Reports to the ASLA Executive Board quarterly meetings
c. Inclusion of the Library Development Committee of ASLA at one or more meetings of the Advisory Board
d. Information about on-going projects published monthly in the ASLA Newsletter
e. Final evaluation of projects published in the Road Runner, annual report issue, distributed to all librarians in the state and interested librarians in other states
f. Exchange of information about projects at meetings of the CHAIN Advisory Committee
g. Informational newsletters (Regional Newsletter, Institutional News and Notes, Tumbling Tumbleweed, Arizona Talking Book News) about ongoing projects and results of evaluation of projects throughout the state, mailed to librarians, trustees, and others interested in library development

Section V, Part 1

HIERARCHICAL ARRANGEMENT OF NEEDS, GOALS, OBJECTIVES, AND TASKS

1 **Need**: Concentrate statewide energies on the establishment of regional library systems.

1 **Goal**: Offer total library service to all residents of Arizona through regional systems; sharing resources; coordinating progress and strengthening the public libraries that serve as resource centers for multi-jurisdictional library service areas.

1 **Objective**: Aid in operation of six regional library systems.

Tasks:

34 Aid in maintaining active regional library system.

35 Provide consultant services for Interlibrary Loan cooperation in joint venture activities such as workshops, regional reciprocal borrowing, publicity programs and library systems.

38 Insure maintenance of a minimum of one TWX machine per region.

13 Provide training in budgeting through consultant services.

7 Initiate and expand State Grants-in-Aid for joint ventures.

8 **Objective**: Improve the quality and quantity of book collections statewide in accordance with adopted standards and local needs.

Tasks:

15 Assist in acquiring a minimum of 2 books per capita statewide.

25 Identify and acquire additional bibliographies and standard book selection aids.

26 Aid in development of quality book collections in all libraries by instructing in the use of bibliographies, selection guides and weeding.

6 Expand the State Grants-in-Aid program.

10 Promote larger local library budgets to permit expanded services.

16 **Objective**: Encourage libraries to employ a paid staff that meets established library service standards.

Tasks:

4 Improve and expand staff and services of county libraries.

Tasks:

10 Promote larger local library budgets to permit expanded services.

11 Educate local budgeting authorities in the need for paid staff in all libraries.

10 Goal: To survey periodically all library conditions within the state.

24 Objective: Review and update surveys annually and develop new surveys of all aspects of library service as needed.

Tasks:

14 Coordinate and maintain surveys of the needs of library users and nonusers.

18 Provide individualized training to meet local needs.

2 Need: Establish the 2 remaining county libraries and strengthen all county libraries in order to serve concurrently as strong libraries for their primary clientele and as resource centers for wider use.

2 Goal: Strengthen local library services for all residents of Arizona county organization.

2 Objective: Assist existing county library systems to meet minimum standards established by the American Library Association (ALA) and the Arizona State Library Association (ASLA).

Tasks:

4 Improve and expand staff and services of the county libraries.

6 Expand State Grants-in-Aid program.

12 Promote hiring of professional librarians in all county library systems.

13 Provide training in budgeting through consultant services.

41 Improve ILL services and regional ILL networks to all Arizona libraries.

3 Objective: Extend county library service to Apache, Santa Cruz and Greenlee Counties.

Tasks:

1 Establish a county library system in Apache County.

2 Expand library services in Santa Cruz County.

Tasks:

3 Extend library services to Greenlee County.

8 Objective: Improve the quality and quantity of book collections statewide in accordance with adopted standards and local needs.

Tasks:

15 Assist in acquiring a minimum of two books per capita statewide.

26 Aid in development of quality book collections in all libraries by instructing in the use of bibliographies, selection guides and weeding.

6 Expand State Grants-in-Aid program.

10 Promote larger local library budgets to permit expanded services.

25 Identify and acquire additional bibliographies and standard book selection aids.

6 Objective: Assist local library systems to initiate and maintain bookmobile service.

Tasks:

19 Encourage initiation of local bookmobile service.

20 Assist counties in coutinuing operation of bookmobile service.

16 Objective: Encourage libraries to employ a paid staff that meets established library service standards.

Tasks:

6 Expand State Grants-in-Aid program.

10 Promote larger local library budgets to permit expanded services.

11 Educate local budgeting authorities in the need for paid staff in all libraries.

10 Goal: To survey periodically all library conditions within the state.

24 Objective: Review and update surveys annually and develop new surveys of all aspects of library service as needed.

Tasks:

14 Coordinate and maintain surveys of the needs of library users and nonusers.

3 Need: The growth and development of the Division of Library, Archives and Public Records particularly the Library Extension Service, needs to be continued, and its services strengthened.

3 Goal: To improve library services through the state by strengthening the Division of Library, Archives and Public Records, and particularly the Library Extension Service.

4 Objective: Provide professional consultant services programs through the Library Extension Service, including public relations projects.

Tasks:

56 Obtain automation consultant services.

52 Obtain public relations and publicity services.

5 Objective: Provide a program of continuing education and inservice training for library personnel in line with current needs.

Tasks:

16 Conduct workshops and institutes for all types of library personnel to meet identified needs.

17 Develop informational media concerning specific library techniques.

18 Provide individualized training to meet local needs.

35 Provide consultant services for ILL cooperation in joint venture activities such as workshops, regional reciprocal borrowing, publicity programs and library systems.

51 Package model workshops to be shared by all regions.

50 Develop programs for utilizing expensive A-V materials on a statewide basis.

4 Need: An expanded statewide cooperative reference and information network is needed to give every Arizonan access to all of the state's library resources and to regional and national resources when needed.

4 Goal: Supply the information needs of the residents of Arizona by means of library networks coordinating the resources of school, public, academic and special libraries.

9 Objective: Develop and expand the Channeled Arizona Information Network (CHAIN) as each region is organized.

Tasks:

22 Cooperate with SLICE on interstate programs involving Interlibrary Loan, Bibliographic Networking and Continuing Education.

41 Improve ILL services and regional ILL networks to all Arizona libraries.

42 Maintain a procudure/policy manual to govern the ILL activities among all types of libraries throughout the state.

12 Objective: Coordinate a cooperative study of Arizona's informational needs to serve as a tool for national design.

Tasks:

62 Study alternative networks for Arizona with the objective of utilizing on interfacing with the Western Network.

63 Contribute to, or guide in the design of any statewide networking plan judged feasible.

64 Provide technical and financial assistance to local or regional projects for filming card catalogs.

43 Expand statewide Union Catalog to include all forms of media.

46 Aid in establishment and maintenance of regional Union Catalog.

47 Aid in developing nethods of sharing expensive and specialized materials through cooperative acquisitions.

44 Find the small, but specialized collections throughout the state and continue developing file of the collections at Library Extension Service.

45 Build these special collections and develop depositories of unique materials and a system of access.

13 Objective: Establish rapid communication and delivery systems for interlibrary loan and information retrieval.

Tasks:

38 Insure maintenance of a minimum of one TWX machine per region.

39 Develop and coordinate delivery system for library materials.

40 Increase telephone communications between joint venture libraries and LES.

11 Objective: Develop a program of statewide cooperative buying, processing and learning of print and non-print library materials during program period.

Tasks:

48 Provide audio-visual consultant services.

49 Utilize cooperative buying procudures for films, video-cassettes and related materials.

50 Develop programs for utilizing expensive A-V materials on a statewide basis.

14 Objective: Develop a continuing program of publicity.

Tasks:

52 Obtain public relations and publicity services.

53 Coordinate publicity programs, at the state level so libraries can share ideas and materials.

54 Continue preparation of publicity packages of displays, news releases, etc. for use in libraries around the state.

55 Use all means of communication to disseminate to all interested persons in information concerning any library activities throughout the state.

12 Objective: Coordinate a cooperative study of Arizona's informational needs to serve as a tool for national design.

Tasks:

57 Guide Arizona Automation Task Force in the design of a Numeric Register System.

58 Implement the Numeric Register System for public libraries with Library Extension Service as the processing center.

59 Add academic, college and special libraries to the Numeric Register as contributors of current acquisitions.

60 Serve as the processing center for the Numeric Register for all types of libraries.

61 Study the feasibility of adding retrospective holdings from major resource libraries to the Numeric Register, and if feasible, begin adding these holdings.

22 Cooperate with SLICE on interstate programs involving Interlibrary Loan, Bibliographic Networking and Continuing Education.

15 Objective: Encourage development of systems of reciprocal borrowing.

Tasks:

36 Maintain Continuing Study of reciprocal borrowing experiences as might be applied to Arizona.

37 Expand reciprocal borrowing to state level.

10 Objective: Encourage all libraries, especially those with unique collections, to become involved in the statewide cooperative network.

Tasks:

41 Improve ILL services and regional ILL networks to all Arizona libraries.

44 Find the small, but specialized collections throughout the state and continue developing file of the collections at Library Extension Service.

57 Guide Arizona Automation Task Force in the design of a Numeric Register System.

5 Objective: Provide a program of continuing education and inservice training for library personnel in line with current needs.

Tasks:

35 Provide consultant services for ILL cooperation in joint venture activities such as workshops, regional reciprocal borrowing, publicity programs and library systems.

51 Package model workshops to be shared by all regions.

16 Conduct workshops and institutes for all types of library personnel to meet identified needs.

17 Develop informational media concerning specific library techniques.

18 Provide individualized training to meet local needs.

11 Goal: Develop cooperative library services and programs on an interstate basis to improve library services in the state and the southwest.

25 Objective: Develop cooperative library services on an interstate basis through agencies such as Southwestern Library Association (SWLA), Southwestern Library Interstate Cooperative Endeavor (SLICE), and Western Interstate Commission for Higher Education (Wiche).

Tasks:

22 Cooperate with SLICE on interstate programs involving Interlibrary Loan, Bibliographic Networking and Continuing Education.

23 Cooperate in WICHE programs for Continuing Education.

24 Participate in design and implementation of Western States' Bibliographic Network.

5 Need: Library services related to the special economic, social and educational needs of ethnic and disadvantaged groups need to be made more readily available to people in both rural and urban areas.

5 Goal: Offer library services to fulfill the need of American Indians, Mexican-Americans, Blacks and other ethnic minority groups and disadvantaged as defined in Federal Regulations.

7 Objective: Relate Library Extension Service programs to national, regional and state priorities. providing materials for special programs.

Tasks:

21 Encourage libraries to develop special projects and assist in implementation of projects to meet the national priorities.

29 Assist in providing materials for minority groups through bibliographies, workshops and special collections.

30 Identify the needs of bilingual residents and assist in meeting these needs through workshops, bibliographies, special collections and programs.

31 Provide materials to supplement Early Childhood Education Programs.

32 Assist in providing materials for and programming for the aging.

33 Assist in providing materials for adult education and vocational rehabilitation.

5 Align State Grants-in-Aid and LSCA programs with national priorities.

71 Produce recorded material in local Indian languages for the blind and physically handicapped.

72 Locate and purchase prerecorded Indian language materials.

73 Prepare publicity materials in Spanish.

26 Objective: Develop a special collection of materials to meet requests and area needs specifically in the field of the economically and physically disadvantaged and cultural uniqueness.

Tasks:

5 Align State Grants-in-Aid and LSCA programs with national priorities.

29 Assist in providing materials for minority and LESA groups through bibliographies, workshops and special collections.

21 Encourage libraries to develop special projects and assist in implementation of project to meet the national priorities.

14 Coordinate and maintain surveys of the needs of library users and nonusers.

27 Objective: Develop a special collection of materials to meet the specific needs of persons with limited English-speaking ability.

Tasks:

21 Encourage libraries to develop special projects and assist in implementation of project to meet the national priorities.

29 Assist in providing materials for minority and LESA groups through bibliographies, workshops and special collections.

30 Identify the needs of bilingual residents and assist in meeting these needs through workshops, bibliographies, special collections and programs.

17 Objective: Assist libraries to develop special programs and services based on national, state and regional priorities including the economically disadvantaged and those with limited English-speaking ability.

Tasks:

5 Align State Grants-in-Aid and LSCA programs with national priorities.

29 Assist in providing materials for minority and LESA groups through bibliographies, workshops and special collections.

30 Identify the needs of bilingual residents and assist in meeting these needs through workshops, bibliographies, special collections and programs.

31 Provide materials to supplement Early Childhood Education Programs.

Tasks:

32 Assist in providing materials for and programming for the aging.

33 Assist in providing materials for adult education and vocational rehabilitation.

6 Goal: Provide library services to meet informational needs relevant to national priority programs on the Right to Read, Drug Abuse, Career Development, Early Childhood Education, Aging, Bilingual and Environmental Education.

7 Objective: Relate Library Extension Service programs to national, regional and state priorities, providing materials for special programs.

Tasks:

5 Aligh State Grants-in-Aid and LSCA programs with national priorities

21 Encourage libraries to develop special projects and assist in implementation of projects to meet the national priorities.

27 Acquaint local libraries with Right to Read and encourage initiation of cooperative programs with local Right to Read officials.

28 Assist libraries in procurement of Right to Read materials.

31 Provide materials to supplement Early Childhood Education Education Programs.

32 Assist in providing materials for and programming for the aging.

33 Assist in providing materials for adult education and vocational rehabilitation.

17 Objective: Assist libraries to develop special programs and services based on national, state and regional priorities including the economically disadvantaged and those with limited English-speaking ability.

Tasks:

5 Align State Grants-in-Aid and LSCA programs with national priorities.

27 Acquaint local libraries with Right to Read and encourage initiation of cooperative programs with local Right to Read officials.

Tasks:

31 Provide materials to supplement Early Childhood Education Programs.

32 Assist in providing materials for and programming for the aging.

33 Assist in providing materials for adult education and vocational rehabilitation.

6 **Need**: Library services to residents of state institutions need to be strenghtened.

7 Goal: Provide library services to meet the special needs of the residents of state institutions.

16 Objective: Encourage libraries to employ a paid staff that meets established library service standards.

Tasks:

65 Assist institutional administrators to obtain adequate staff and facilities.

8 Objective: Improve the quality and quantity of book collections statewide in accordance with adopted standards and local needs.

Tasks:

65 Assist institutional administrators to obtain adequate staff and facilities

25 Identify and acquire additional bibliographies and standard book selection aids.

26 Aid in development of quality book collections in all libraries by instructing in the use of bibliographies, selection guides and weeding.

15 Assist in acquiring a minimum of two books per capita statewide.

20 Objective: Assist state institutions to develop cooperative library services with other institutions and libraries.

Tasks:

66 Continue institutional interlibrary loan activity with LES.

67 Investigate a contracting program to assist institutions to become involved in cooperative ventures with other institutions and libraries.

10 Goal: Survey all library conditions within the state periodically.

24 Objective: Review and update surveys annually and develop new surveys of all aspects of library service as needed.

Tasks:

14 Coordinate and maintain surveys of the needs of library users and nonusers.

8 Maintain record of existing library facilities to assist local libraries in obtaining funds for construction.

9 Encourage all libraries to provide public restroom facilities and access for the handicapped.

7 Need: Blind and physically handicapped readers need to be provided with full library services.

5 Goal: Offer library services to fulfill the special needs of American Indians, Mexican-Americans, Blacks and other ethnic minority persons with limited English-speaking ability and disadvantaged as defined in Federal Regulations.

7 Objective: Relate Library Extension Service programs to national, regional and state priorities, providing materials for special programs.

Tasks:

71 Produce recorded material in local Indian languages for the blind and physically handicapped.

72 Locate and purchase prerecorded Indian language materials.

73 Prepare publicity materials in Spanish.

74 Continue the project to produce Spanish-language materials for the blind and physically handicapped.

8 Goal: Identify the blind, physically handicapped and homebound, ascertain their needs and develop programs to meet these needs.

21 Objective: Publicize the Talking Book Program and expand reader enrollment.

Tasks:

52 Obtain public relations and publicity services.

68 Establish and expand programs of service to the blind and physically handicapped with appropriate staff and equipment in public libraries.

Tasks:

69 Establish program of service to blind and physically handicapped in institutions.

70 Identify eligible readers for the blind and physically handicapped program.

75 Replace portable recording equipment.

76 Purchase tape and taping equipment to produce multiple copies of any materials recorded.

77 Purchase 4-track tape recorders for loan to readers.

78 Maintain recording booths and accessories in which to record locally.

79 Purchase new, specialized equipment particular to the needs of the blind and physically handicapped.

22 Objective: Develop Indian tribal community projects of recorded materials for the blind and physically handicapped.

Tasks:

71 Produce recorded material in local Indian languages for the blind and physically handicapped.

72 Locate and purchase prerecorded Indian language materials.

23 Objective: Continue a Spanish-language recording project for the blind and physically handicapped.

Tasks:

74 Continue the project to produce Spanish-language materials for the blind and physically handicapped through cooperation among Southwest libraries.

8 Need: Libraries of all types need adequate facilities.

9 Goal: Encourage the improvement of facilities to provide adequate and attractive quarters for library materials and programs.

18 Objective: Maintain a record of library facilities throughout the state.

Tasks:

8 Maintain record of existing library facilities to assist local libraries in obtaining funds for construction.

Tasks:

9 Encourage all libraries to provide public restroom facilities and access for the handicapped.

19 Objective: Provide information to libraries to assist them in obtaining adequate facilities that meet the standards.

Tasks:

10 Promote larger local library budgets to permit expanded services.

10 Goal: Survey all library conditions within the state periodically.

24 Objective: Review and update surveys annually and develop new surveys of all aspects of library service as needed.

Tasks:

14 Coordinate and maintain surveys of the needs of library users and nonusers.

Section V - Part 2

TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
1. Establish a county library system in Apache County	3	2	2	$ 3,000	1976	2a, 2b
2. Expand library services in Santa Cruz County	3	2	2	3,000	1976/77	2a, 2b
3. Extend library services to Greenlee County	3	2	2	3,000	1976/77	2a, 2b
4. Improve and expand staff and services of the county libraries	2	2	2	30,000	1976/80	1b, 1d, 1e, 1f, 2a, 2b
5. Align State Grants-in-Aid and LSCA programs with national priorities	7, 17	5, 6	5	15,000	1976/80	3a, 3b, 3c
6. Expand State Grants-in-Aid program	7, 8, 16, 17	1, 2, 5, 6	1, 2, 5	(1,250,000) 815,000	1976/80	3a, 3b, 3c
7. Initiate and expand State Grants-in-Aid for joint ventures	1, 7, 13, 15	1, 2, 5, 6, 7	1, 4, 5, 6	1,000,000	1976/80	3a, 3b, 3c
8. Maintain record of existing library facilities to assist local libraries in obtaining funds for construction	18, 19	9	8	10,000	1976/80	2a, 2b, 2j
9. Encourage all libraries to provide public restroom facilities and access for the handicapped	18, 19	9	8	4,000	1976/80	2a, 2b, 2j

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
10.	Promote larger local library budgets to permit expanded services	8,16,19	1,2,9	1,2,8	10,000	1976/80	2a-2m, 3b,3c
11.	Educate local budgeting authorities in the need for paid staff in all libraries	16	1,2	1,2,6	6,000	1976/78	2a-2m, 3b,3c
12.	Promote hiring of professional librarians in all county library systems.	2	2	2	1,000	1976/78	2a,2b,3c
13.	Provide training in budgeting through consultant services	1,2	1,2,3	1,2,3, 6	6,000	1976/80	2a,2b,3c
14.	Coordinate and maintain surveys of the needs of library users and non-users	24	10	1,2,6 7,8	10,000	1976/80	1a-1g,2a-2m, 3a,3f
15.	Assist in acquiring a minimum of two books per capita statewide	8	1,2,7	1,2,6	140,000	1976/78	1d,2a-2m
16.	Conduct workshops and institutes for all types of library personnel to meet identified needs	5	3,4	2,3,4, 6	50,000	1976/80	3a,3b,3c, 3d,3g
17.	Develop informational media concerning specific library techniques	5	3	1-8	10,000	1976/80	3d,3e,3g
18.	Provide individualized training to meet local needs	5	3	1-7	25,000	1976/80	3d,3e,3g

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
19.	Encourage initiation of local bookmobile service	6	1,2	1,2	$ 20,000	1976/77	2a,2b,2k, 3a,3c
20.	Assist counties in continuing operation of bookmobile service	6	2	1,2	20,000	1976/77	2a,2b,3k 3a,3c
21.	Encourage libraries to develop special projects and assist in implementation of projects to meet the national priorities.	7,17	5,6	5	100,000	1976/80	1a,1b,1d
22.	Cooperate with SLICE on interstate programs involving Interlibrary Loan, Bibliographic Networking and Continuing Education	5,9,25	4,11	4	35,000	1976/80	1f,3a,3c, 3d
23.	Cooperate in WICHE programs for Continuing Education	5,25	4,11	4	80,000	1976/80	1f,3a,3c, 3d
24.	Participate in design and implementation of Western States' Bibliographic Network	7,25	3,4,6, 11	3,4	250,000	1976/80	1e,1f,2k
25.	Identify and acquire additional bibliographies and standard book selection aids	8	1,2, 7,8	1,2, 6,7	43,500	1976/80	1a-1e, 2a-2m
26.	Aid in development of quality book collections in all libraries by instructing in the use of bibliographies, selection guides and weeding	8	1,2, 7,8	1,2, 6,7	20,000	1976/77	2a-2i, 2k-2m, 3a,2c,3d

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
27.	Acquaint local libraries with Right to Read and encourage initiation of cooperative programs with local Right to Read officials	7,17	5,6	5	$ 1,000	1976/77	1a-1d, 2a-2h, 2k, 2m, 3a, 3d
28.	Assist libraries in procurement of Right to Read materials	7,17	5,6	5	50,000	1976/78	1a-1d, 2a-2h, 2k, 2m, 3a, 3d
29.	Assist in providing materials for minority & LESA groups through bibliographies, workshops and special collections	7,17	5,6,8	5	50,000	1976/80	1a-1d, 2a-2i, 2k-2m, 3a, 3d
30.	Identify the needs of bilingual residents and assist in meeting these needs through workshops, bibliographies, special collections and programs	7,17	5,6	5	100,000	1976/80	1a-1d, 2a-2h, 2j-2l, 3a-3e
31.	Provide materials to supplement Early Childhood Education Programs	7,17	5,6	5	57,500	1976/80	1a-1d, 2a-2i, 2k-2m, 3a, 3d
32.	Assist in providing materials for and programing for the aging	7,17	5,6,8	5	50,000	1976/80	1a-1d, 2a-2i, 2k-2m, 3a, 3d
33.	Assist in providing materials for adult education and vocational rehabilitation	7,17	5,6,8	5	25,000	1976/80	1a-1d, 2a-2i, 2k-2m, 3a, 3d
34.	Aid in maintaining active regional library systems	1,7,13 15	1,2,5 6,7	1,4	5,000	1976/80	1a-1g, 2b, 3a, 3c-3g

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
35.	Provide consultant services for Interlibrary Loan cooperation in joint venture activities such as workshops, regional reciprocal borrowing, publicity programs and library systems	1,7 13,15	1,2,5 6,7	1,4,5 6	$140,000	1976/80	2a-2m,3a, 3c-3g
36.	Maintain Continuing Study of reciprocal borrowing experiences as might be applied to Arizona	15	4	4	500	1976/80	3a,3c,3e
37.	Expand reciprocal borrowing to state level	15	4	4	3,000	1979/80	3a,3c,3d
38.	Insure maintenance of a minimum of one TWX machine per region	13	1,4	1,4	30,000	1976/80	1e,3a,3b, 3c,3d
39.	Develop and coordinate delivery system for library materials	13	1,2,4	1,2,4	150,000	1977/80	1e,3a-3d
40.	Increase telephone communications between joint venture libraries and LES	13	1,4	1,4	2,000	1976/80	3a,3d
41.	Improve ILL services and regional ILL networks to all Arizona libraries	1,2,9, 13	1,2,4	1,2,4	35,000	1976/80	1e,3a-2i, 2k-2m,3a, 3c-3g

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
42.	Maintain a procedure/ policy manual to govern the ILL activities among all types of libraries throughout the state	9	4	4	$ 2,500	1976/80	3a,3c-3g
43.	Expand statewide Union Catalog to include all forms of media	10,11,12	4	4	15,000	1976/80	3a,3c,3f, 3g
44.	Find the small, but specialized collections throughout the state and continue developing file of the collections at LES	10,11,12	4	4	5,000	1976/80	1e,3a, 3c-3g
45.	Build these special collections and develop depositories of unique materials and a system of access	10,11,12	4	4	30,000	1976/80	1e,3a, 3c-3g
46.	Aid in establishment and maintenance of regional Union Catalog	10,11,12	4	1,4	10,000	1976/80	1e,3a, 3c-3g
47.	Aid in developing methods of sharing expensive and specialized materials through cooperative acquisitions	11,12	4	1,4	6,000	1976/80	1e,3a, 3c-3g
48.	Provide audio-visual consultant services	11	3,4	3,4	(60,000) 28,000	1976/80	2a-2c, 2e-2i,2m
49.	Utilize cooperative buying procedures for films videocassettes and related materials	11	4	4	12,000	1975/79	2a-2c, 2e-2i,2m

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
50.	Develop programs for utilizing expensive A-V materials on a statewide basis	11	4	4	$ 20,000	1976/79	2a-2c, 2e-2i, 2m, 3a, 3c-3g
51.	Package model workshops to be shared by all regions	5	1,3,4	1,3,4	26,000	1976/80	3a, 3c-3g
52.	Obtain public relations and publicity services	4,14,21	3,4, 7,8	3,4, 6,7	30,000	1976/80	2a-2i, 2k-2m
53.	Coordinate publicity programs, at the state level so libraries can share ideas and materials	14	1,3,4	1,3,4	6,000	1976/80	3a, 3c-3g
54.	Continue preparation of publicity packages of displays, news releases, etc. for use in libraries around the state	14	3-8	3-7	30,000	1976/80	3a, 3c-3g
55.	Use all means of communication to disseminate to all interested persons in information concerning any library activities throughout the state	14	1-8	1-7	50,000	1976/80	3g
56.	Obtain automation consultant services	4	3	3	75,000	1976/80	2b, 2l, 3a, 3c, 3e, 3f, 3g
57.	Guide Arizona Automation Task Force in the design of a Numeric Register System	10,12	4	4	1,000	1976	3a, 3c-3g

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
58.	Implement the Numeric Register System for public libraries with LES as the processing center.	10,12	4	4	$ 15,000	1976	3a,3c-3g
59.	Add academic, college and special libraries to the Numeric Register as contributors of current acquisitions	10,12	4	4	5,000	1976	3a,3c-3g
60.	Serve as the processing center for the Numeric Register for all types of libraries.	10,12	4	4	20,000	1976/80	3a,3c-3g
61.	Study the feasibility of adding retrospective holdings from major resource libraries to the Numeric Register, and if feasible, begin adding these holdings	10,12	4	4	20,000	1977/80	3a,3c-3g
62.	Study alternative networks for Arizona with the objective of utilizing on interfacing with the Western Network	10	4	4	1,000	1976	3a,3c-3g
63.	Contribute to, or guide in the design of any statewide networking plan judged feasible	10	4	4	1,500	1976	3a,3c-3g

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
64.	Provide technical and financial assistance to local or regional projects for filming card catalogs	10,12	4	4	$ 35,000	1977/79	3a,3c-3g
65.	Assist institutional administrators to obtain adequate staff and facilities	8,16,19	7	6,8	6,000	1976/80	2c-2e,2m, 3a-3g
66.	Continue institutional interlibrary loan activity with LES	20	4,7	6	1,500	1976/79	1e,2c-2e, 2m,3a,3c, 3f
67.	Investigate a contracting program to assist institutions to become involved in cooperative ventures with other institutions and libraries	20	1,2, 4,7	6	2,250	1976	2c-2e,2m, 3a,3c,3f
68.	Establish and expand programs of service to the blind and physically handicapped with appropriate staff and equipment in public libraries	21	8	7	41,000	1976/80	2a,2b,2e, 2f,3a, 3c-3g
69.	Establish program of service to blind and physically handicapped in institutions	21	8	7	15,000	1976/80	2a,2b,2e, 2f,3a, 3c-3g
70.	Identify eligible readers for the blind and physically handicapped program	21	8	7	22,100	1976/80	1a,1c, 3d

	TASKS	Objective	Goal	Need	Cost	Time	Evaluation Method
71.	Produce recorded material in local Indian languages for the blind and physically handicapped	7,22	5,8	5,7	$ 5,000	1976/80	1e,3a, 3c-3g
72.	Locate and purchase pre-recorded Indian language materials	7,22	5,8	5,7	1,500	1976/80	1e,3a, 3c-3g
73.	Prepare publicity materials in Spanish	7,23	5,8	5,7	3,000	1976	1e,3a, 3c-3g
74.	Continue the project to produce Spanish-language materials for the blind and physically handicapped through cooperation among Southwest libraries	7,23	5,8	5,7	10,000	1976/80	1e,3a, 3c-3g
75.	Replace portable recording equipment	8,21,22 23	8	7	1,250	1977	1e,3a, 3c-3g
76.	Purchase tape and taping equipment to produce multiple copies of any materials recorded	8,21,22, 23	8	7	5,000	1977	1e,2e,2f, 3a,3c-3g
77.	Purchase 4-track tape recorders for loan to readers	8,21,22, 23	8	7	3,000	1976/80	1e,2e,2f 3a,3c-3g
78.	Maintain recording booths and accessories in which to record locally	8,21,22 23	8	7	5,000	1976/80	1e,2e,2f, 3a,3c-3g
79.	Purchase new, specialized equipment particular to the needs of the blind and physically handicapped	8,21,22 23	8	7	10,000	1976/80	1e,2e,2f, 3a,3c-3g